Welcome letter

Welcome to NDG’s International Volunteer Program. So you have decided to come to Guatemala to work hard and open your heart to something new?

You are about to embark on an adventure which is filled with exciting, challenging and engaging experiences! This document will provide you with important information about our International Volunteer programs, in order to make the choice easier for you.

Today, NDG supports nearly 500 children each year - thanks in large part to our worldwide community of volunteers and supporters. Take some time to read through this document, so that you can get an impression of what your volunteer journey with NDG will look like.

We would like to officially invite you to become a part of our family and help us change lives through education. We believe you will leave Guatemala with a deeper understanding of the world. With desire to learn and an openness in sharing yourself, you will undoubtedly gain a deeper understanding of yourself and this complex yet beautiful world. Your experience will be life changing.

We have hosted hundreds of volunteers in Guatemala throughout the years, and you can be the next one! We look forward to seeing you in Guatemala.

Our incredible story started with a volunteer trip to Guatemala, of our founder, Marten Dresen.

During his trip, he befriended a girl named Mirna from the local community. After noticing that she was always barefoot, Marten decided to give her a pair of shoes. Mirna’s gratitude touched him so deeply that he was moved to do more for Guatemalan children from low-income families. He realized that a relatively small investment could make a huge difference in their lives.

After returning to Holland, Marten allied with his friend Sander Wirken and his sister Annemiek. They believed that the key to a better future for children like Mirna was access to quality education and as a result, Niños de Guatemala was born.

This is just one reason why we at Niños de Guatemala truly believe that Volunteer trips can make a real difference, and since the beginning we have been hosting volunteers.

Carlota Morales
Volunteer and Groups Manager

... doing good since 2006.
Why volunteer with NDG?

The goals of our volunteer program are:
- to build long-term relationships with people from all over the world, that are willing to support Niños de Guatemala in a sustainable way, through our main values Education, Entrepreneurship and Empowerment.
- to complement our workforce, by bringing into the organization vital resources such as fresh enthusiasm, new perspective, proven expertise, and hard work.
- To provoke compassion, raise awareness and most importantly connects needs with resources. To fundraise the necessary resources which will enable us to offer good quality education to our almost 500 children living in poverty conditions in order to empower the next generation.

In return we would like to give our volunteers:
- A scaled and tangible opportunity to change the world through education on an intimate level.
- Meaningful engagement and enhancement in personal and professional development, through offering your time and talents to serve our children.
- A mutualistic support system reaching beyond physical borders, the volunteer as a role model for the children and the children meeting people from all over the world.
- Cross-cultural learning opportunities for all participants, the children and community alike.
- Hands-on learning experiences.
- Long-term relationship building with the Guatemalan community and Niños de Guatemala.

Niños de Guatemala sees the volunteer program as a win-win situation, everybody receives benefit from the volunteer experience, plus volunteerism itself makes a specific contribution by generating well-being for people and their communities.

Let’s work together for a cause such as the Education, Entrepreneurship and Empowerment for almost 500 children, their families and their communities!

www.ninosdeguatemala.org ... doing good since 2006.
INTERNATIONAL VOLUNTEER PROGRAMS

Join our community of long-term international volunteers, travel to Guatemala as part of a Volunteer Group, volunteer from home (become and Ambassador) or Volunteer for a Day.

LONG TERM

The long-term international volunteer program at Niños de Guatemala will be of at least 1 month, and up to 1 year (the more, the better).

VOLUNTEER GROUPS

NDG hosts "tailor made" volunteer groups on a short-term basis, 1 week up to 3 weeks. The groups are of a minimum of 6 volunteers who volunteer, learn from the Guatemalan culture and goes on wonderful adventures. Or any individual can join our "Discover Guatemala while Giving Back" Groups in spring or summer. Email us for more information.

VOLUNTEER FROM HOME

Extra hands to be able to accomplish our mission are always needed, so we offer online volunteer positions, as well as the invite to be part of our Ambassador program.

VFAD

Volunteer for a Day: volunteer for an entire day at one of our schools from Monday thru Friday.
LONG-TERM INTERNATIONAL VOLUNTEER PROGRAM

The long-term international volunteer program at Niños de Guatemala will be minimum 4 weeks, and up to 1 year (the more, greater the impact).

You will be working directly at one of our schools (2 primary schools and 1 secondary school), it depends on your volunteer project preferences and also your level of Spanish, please look down at the section of “Volunteer Work Options” and make sure you look for the right place where your strengths will help meet program needs.

VOLUNTEER REQUIREMENTS

- Be flexible, motivated and willing to change children's lives.
- A positive attitude
- An appreciation of new cultures that will help you settle in Guatemala and enjoy all of the new experiences;
- Be 18 years old or older.
- Commit to at least 4 weeks of volunteer work, and a min of 20 hours a week.
Before the volunteer experience in Guatemala starts, you are already part of the Niños de Guatemala’s team, so welcome to our family! To help you get started planning your trip we will send you our NDG Guatemala profile and NDG Profile, which are documents that have a lot of useful information about NDG and Guatemala.

**FUNDRAISING GOAL - MINIMUM OF $250**

Part of your commitment with NDG involves creating a fundraising goal, of a minimum of $250 US dollars. This requirement serves multiple purposes:

1. It raises awareness about the cause we are supporting by expanding Niños de Guatemala’s network of support.

2. It is a great way to engage and inform your friends and family about your volunteer efforts.

Of this amount will go directly towards supporting our 500 students and there is no limit to how much you can raise, the more the better but anything and everything helps! We will send you (under request) a “Fundraising Guide” for you to check out and for more information and fundraising assistance let me know so we can begin discussing your fundraising plans, feel free to email us (volunteer@ninosdeguatemala.org) if you would like to know specific projects or needs that the school has.

Many volunteers are able to raise 100% of their fees and donation—and there are many ways to do it!
Once you get to Antigua, be prepared to totally fall in love with this vibrant but peaceful colonial town and most popular destination in Guatemala, due to being a UNESCO World Heritage site. It is full of fun activities to do during the day and night, as well as being surrounded by three volcanoes and beautiful mountains. The NDG office, as well as all accommodations we offer, are located here in Antigua.

Your volunteer experience with Niños de Guatemala will start with a warm welcome to our family by the "Volunteer and Groups Team", through a full 2 day orientation, in which you can ask all the questions you have, we will explain thoroughly everything about our organization and a full tour of our office and schools, all this to make you feel at home.

Then is time to start your volunteer work. The volunteer and groups team will have short weekly meeting with you, as well as weekly visits to the schools. There will also be a "Mid-term Evaluation meeting" with the purpose of following up and improving your volunteer experience. A "See you later meeting" will take place at the end of your volunteer time here to help you transition back home.

We will plan fun cultural activities for you every Wednesday.

The volunteer and groups team will be by your side to support you throughout your volunteer experience in NDG. But in order to get the most of this experience we recommend coming to volunteer with an attitude of learning, of open mindedness, flexibility and positivity. The volunteer work can get a bit monotonous or strenuous, and in this case we always encourage volunteer to use their own initiative and put into practice their talents into something that can be wonderful.
Choose the program that works best for you!

Classroom Assistant

English Classroom Assistant

Summer Camp (November only)

Want to do more...?
Ask for our afternoon programs...

... doing good since 2006.
Your experience does not have to end after you leave Guatemala! The real work of inspiring others begins when you return home by sharing your experience. It is our hope that you will embrace Niños de Guatemala's vision and become a part of extending it.

During your “See you later meeting” we will discuss your Guatemalan experience and present you with all the options you can take to continue to make a vital difference in the lives of others long after your trip is over, for example:

- Become an Ambassador and help us from around the globe
- Get your company involved with our CSR program
- Sponsor the education of one of our students as a Padrino
- Bring your friends to Guate for volunteering, learning Spanish, tours, and volunteer & group packages
- Become an Ambassador and help us from around the globe
Volunteer Fees

**VOLUNTEER DONATION**

- **$250 USD donation** for our 3 schools and 500 students, the volunteer team are very much willing to support you through the fundraising process.

- **Volunteer Support fee** (prearrival support, 2 day orientation, welcome pack, follow up meetings, activities every Wednesday, T-shirt, certificate, 24/7 support and more) (go to next page to see what it includes)

- **Optional Services**: Spanish classes, homestay, airport pickup and drop off, cultural tours, and others. We have built some packages including these services, you can either choose from those or we can also tailor your package to meet your preferences.

- **Donation & Payment**: Your Volunteer Package has to be paid completely 15 days before your arrival in Guatemala.

**CANCELLATION POLICY**

We recognize that changes happen during the planning of trips. Once you have paid your “Package”, refunds can be made only if:

- Cancellation notice is made 30 days prior to your scheduled arrival date.

- If for any reason NDG needs to cancel your trip, all costs including deposit will be refunded or applied to a rescheduled trip.

You cannot be refunded if:

- If, a cancellation is made less than 30 days before the scheduled arrival date.

- If the Volunteer leaves Guatemala earlier for any reason, no refund will be issued.

- If not refunded, it will become a donation to Niños de Guatemala.
Our volunteer Support Fee includes:

**PRE ARRIVAL**

- NDG Guatemala Volunteer Profile (sent before arrival)
- NDG Fundraising Guide and online support.
- Classroom profile and Volunteer Work description.

**DURING**

- Orientation: orientation meeting and school visits.
- Mid-term evaluation meeting and a “See you later” meeting. Evaluations and follow up.
- NDG staff available in all Volunteer and cultural activities.
- Translations
- 24/7 emergency contact numbers.
- A “Welcome pack”: welcome letter, information about NDG and our schools, your volunteer schedule, a list of useful Spanish words and phrases, and recommendation of places to visit in Antigua.
- NDG Volunteer t-shirt
- At least 20 hours a week of meaningful volunteer work, the more the better.
- We will sign a “Volunteer Agreement”.
- Activities for volunteers every Wednesday.
- Accommodation visits.
- Coffee, tea and drinkable water available at your accommodation, our school and the NDG office in Antigua.
- We can also give you internship credits under request.
- The volunteer team will have with you weekly support meetings and visit you at the schools.
- Volunteer Certificate
- All logistics, coordination, support and administration of the Volunteer and groups program.
- Through our Social businesses: Airport transfers, Impact Experiences, adventure tours, Spanish classes (we can give you linguistic credits under special request), and Homestay (with all meals included, except Sundays) or other accommodation options.
Packages including services...

Long-term volunteer packs (From 1 to 3 months)

<table>
<thead>
<tr>
<th>Spanish-Volunteer Pack</th>
<th>Experience Guatemala Pack</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>1 month</strong></td>
<td><strong>1 month</strong></td>
</tr>
<tr>
<td>$1,093 US Dollars</td>
<td>$930 US Dollars</td>
</tr>
<tr>
<td><strong>2 months</strong></td>
<td><strong>2 months</strong></td>
</tr>
<tr>
<td>$1,700 US Dollars</td>
<td>$1,540 US Dollars</td>
</tr>
<tr>
<td><strong>3 months</strong></td>
<td><strong>3 months</strong></td>
</tr>
<tr>
<td>$2,313 US Dollars</td>
<td>$2,150 US Dollars</td>
</tr>
</tbody>
</table>

- Airport pick up.
- Homestay (All meals included, except Sundays, shared bathroom).
- 30 hours of Spanish classes, we can give you linguistic credits.
- 1 Cultural tour.
- Volunteer Support.
- Donation (The minimum of $250 US Dollars).

Long-term volunteer packs (From 6 months to 1 year)

<table>
<thead>
<tr>
<th>Spanish-Volunteer Pack:</th>
<th>Experience Guatemala Pack:</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>6 months</strong></td>
<td><strong>6 months</strong></td>
</tr>
<tr>
<td>$4,043 US Dollars</td>
<td>$3,880 US Dollars</td>
</tr>
<tr>
<td><strong>1 year</strong></td>
<td><strong>1 year</strong></td>
</tr>
<tr>
<td>$7,600 US Dollars</td>
<td>$7,440 US Dollars</td>
</tr>
</tbody>
</table>

- Airport pick up.
- Homestay (All meals included, except Sundays).
- 30 hours of Spanish classes, we can give you linguistic credits.
- 1 Cultural Tour.
- Volunteer Support.
- Donation (The minimum of $250 US Dollars).

you can either choose from those or we can also tailor your package to meet your preferences.
Build your own packages

You can choose from the options and additional services that NDG provides...

Spanish classes  Impact Experiences Tours  Homestay

Airport pick up  Jade workshops  Cooking Classes
Drop off

Latin Dance Lessons  El Hostal B&B  Good Hotel

Let us know what services would you like us to include in your package and we will send you a quote.

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Volunteer Packages

APPLICATION PROCESS

1. Read our International Volunteer Catalog and choose the program that works best for you.
2. Complete and submit the application form online.
3. Send your Resume or CV, passport copy, and motivation letter to volunteer@ninosdeguatemala.org
4. Complete and send your Background check or police report to volunteer@ninosdeguatemala.org
5. Choose your best payment option or fundraise your package price using our Crowdfunding platform.

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We’re always a phone call or email away to answer any questions that you have before you depart!

We hope to see you soon in our beautiful Guatemala!

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